

INFORMATION BULLETIN

JOB TRAINING PARTNERSHIP ACT

Number: B98-80

Date: March 30, 1999
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TO: SERVICE DELIVERY AREA ADMINISTRATORS
PRIVATE INDUSTRY COUNCIL CHAIRPERSONS
JTPD PROGRAM OPERATORS
EDD JOB SERVICE OFFICE MANAGERS
JTPD STAFF

SUBJECT: MARCH 1999 JTPA QUARTERLY REPORTING REQUIREMENTS

This information bulletin provides information regarding quarterly reporting requirements for the period ending March 31, 1999. Due dates and reports to be submitted to the Job Training Partnership Division are identified in the attachment.

The Job Training Partnership Act (JTPA) Directive D98-10 addresses reporting issues arising as a result of the approval and implementation of JTPA waivers. For the purposes of financial reporting with two cost categories, administration for Title II and Title III should be reported as administration on the applicable report. Program expenditures for Title II should be reported as training related/supportive services. Under Title III, please report non-administration program expenditures as retraining.

For the purposes of participant reporting, Title III Governor's 40 percent, Defense Diversification Project, Defense Conversion Projects, and other National Reserve Account projects, should be reported project to date (i.e., from the inception of the project up to March 31, 1999).

Job Training Automation users must execute the Extract Individual Participant Data (XIPD) program to extract the individual participant data information to be transmitted to the State. The program must be run immediately after the PJ10, PJ10E, and PJ11 reports are run to ensure consistent participant information.

If you have any questions, please contact Judi Bauman in the Financial Management Unit (FMU) at (916) 654-8276 for Title II and Tristyn Schmidt in FMU at (916) 654-7617 for Title III. For participant reporting questions, please contact Marcia Painter in the Data Analysis Unit (DAU) at (916) 654-7607 for Title II and Andy Flennoy in the DAU at (916) 654-8298 for Title III. Participant reporting questions pertaining to Title IV-C Veterans may be directed to Karen Yuke in the DAU at (916) 654-7585.

/S/ BILL BURKE
Assistant Deputy Director

Attachment

REPORT PERIOD ENDING	DUE DATE	SUBGRANTS	REPORT FORMS
March 31	April 20	Defense Diversification Defense Conversion National Reserve	10E, 11, 12E 10E, 11, 12E 10E, 11, 12E
	April 25	All Funding Sources exc. Title II-B and 8% All Title II Title III Formula 60% Title III Governor's 40% Title III 40% Veterans Title III Rapid Response Title IV-C Veterans	Individual Participant Data 10, 11, 12 10E, 11, 12E 10E, 11, 12E 10E, 11, 12E 12E, JTPA 121 & 122 * Supplemental Veterans Report (veterans.ace)

* For Title IV-C users not electronically linked, please use the JTPA 12E VET form to report expenditures. For Title IV-C users who are electronically linked, use the JTPA 12 form to report expenditures.

Note: Electronic transmissions do not have to be supported by original signed hard copies for the third-quarter reporting cycle.